

**Executive Limitations**

<b>Policy Title</b>	<b>Policy Number</b>
Legal Reserve Fund	EL-9
	<b>Date of Approval</b>
	September 20, 2019
<b>Responsible Authority</b>	<b>Date of Revisions</b>
CMLTM Council	
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The Legal Reserve Fund was established by Council with the intention that the funds were to be used for the legal costs incurred during the Complaints, Inquiry, and Appeals processes in dealing with complaints received.

Council has established a goal of \$500,000 for the legal fund. This goal will be achieved by implementing a dedicated short term (2020-2023) annual fee increase for the Active Practicing annual registration fees. This fee will be applied to all new applicants and renewals for the practice years 2020-2023 (4 years).

The CMLTM accountant will track and report the special fees collected quarterly to Council. The special fees collected will not be included in the operating budget revenue. The Registrar will deposit all revenue generated from the special fees into the current CMLTM investment portfolio. Council will adjust the current internally restricted legal fund (currently \$247,000) as the reserve is built.

Council must approve access and spending from the legal reserve fund. During the April 13, 2019 Council meeting, Council passed motion 19:17, providing the Registrar the authority to withdraw from the Legal Reserve Fund quarterly to pay outstanding legal fees incurred during the complaints process. The Registrar will report the details to Council quarterly.